OCP-M77-075
29 June 1977

MEMORANDUM FOR: Members of the Equipment Board

25X1   FROM   :   [   ]
                         Chief, Programs & Budget Staff, OC

25X1   SUBJECT   :   New Communications Systems/Impact on
                         Personnel [   ]

25X1   1.   [   ]   At the 14 June 1977 OC Equipment Board
Meeting the undersigned put forth the observation that,
over the years, our forecasts regarding the impact of new
communications systems introduced into our network upon
future personnel staffing needs were not as accurate as
they might have been.   After a brief discussion the under-
signed was asked to prepare a paper on the subject and the
following is submitted accordingly.

25X1   2.   [   ]   As automated systems have been introduced
into the network over the past several years, the impact
upon the staffing needs of affected installations has been
significant.   In most cases the staffing reductions of
operators have been forecast reasonably well.   However, the
commensurate need for an increase in technical and software
capability has not been as accurately forecast.   This seems
to have occurred when the components planning new systems
have not worked closely with the components which will
operate the new systems.   The result has been a gratifying
increase in network handling capability and decreases in
operator personnel.   However, more technicians and programmers
have been needed than originally anticipated.

25X1   3.   [   ]   To improve our personnel forecasting
relative to new systems it is recommended that:

     a.   Components sponsoring and working on new
systems coordinate closely with the operating com-

[   ]   25X1

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ponents which will be effected by the systems
to determine as accurately as possible what the
staffing impact will be - positions which can be
eliminated as well as new positions which may be
required, usually in the technician/programmer
areas.

   b. Papers forwarded to the OC Executive
Board and Equipment Board proposing or discussing
new systems clearly state the anticipated impact
on personnel staffing, and that the impact has
been worked out and coordinated with the affected
operating components.

   c. Subsequent to activation of new systems,
operating components should work with the Career
Management Division and the Administrative Division
to ensure that position changes are initiated
according to the forecasts agreed upon. If the
operating components believe the forecasts no longer
reflect their actual position needs, documentation
to that effect should be prepared and forwarded to
CMD and AD.

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